

**MONMOUTH-OCEAN EDUCATIONAL SERVICES COMMISSION  
REGULAR MONTHLY MEETING  
November 18, 2021 at 1:30 p.m.  
Meeting to be held via Virtual Platform**

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Meeting Notice**
- 4. Roll Call**
- 5. Executive (Closed) Session**
- 6. Acceptance of Minutes**
- 7. School Business Administrator's Monthly Certification of Financial Status**
- 8. Monthly Certification of Financial Status**
- 9. Budget Transfers**
- 10. Payment of Bills**
- 11. Correspondence**
- 12. Information and Discussion**
- 13. Motions**
  - A. General**
  - B. Personnel**
  - C. Transportation**
- 14. Superintendent's Report**
- 15. Old Business**
- 16. New Business**
- 17. Public Comments**
- 18. Adjournment**

***"The Mission of the Monmouth Ocean Educational Services Commission (MOESC) is to provide high quality, cost-effective programming and services geared to local school districts' individual and administrative needs.***

1. **Call to Order**

2. **Pledge of Allegiance**

3. **Meeting Notice:**

PURSUANT TO THE REQUIREMENTS OF STATUTE (N.J.S.A. 10:4-9 ET SEQ.), OTHERWISE KNOWN AS THE “SUNSHINE LAW,” ADEQUATE NOTICE OF THIS MEETING HAS BEEN PROVIDED THAT THE MONMOUTH-OCEAN EDUCATIONAL SERVICES COMMISSION BOARD OF DIRECTORS WOULD BE HOLDING ITS REGULAR MEETING TODAY, WHICH SPECIFIED THE DATE, TIME AND PLACE OF ITS MEETING. SUCH NOTICE WAS PRINTED AS PART OF THE ANNUAL MEETING NOTICE REQUIREMENT OF THE LAW IN THE OFFICIAL NEWSPAPERS OF THE COMMISSION FOLLOWING THE REORGANIZATION MEETING OF THE COMMISSION. THE MEETING NOTICE HAS ALSO BEEN POSTED PUBLICLY AT DISTRICT FACILITIES, AND SENT TO ALL MEMBER DISTRICTS BY ELECTRONIC MAIL AND BY REGULAR MAIL TO THE COUNTY CLERKS OF THE COUNTY OF MONMOUTH AND THE COUNTY OF OCEAN AND ALL OTHERS ON THE COMMISSION’S NOTICE REQUEST LIST. IN SUCH NOTICE IT WAS STATED THAT ACTION MAY BE TAKEN ON ALL AGENDA ITEMS AND SUCH OTHER ITEMS THAT MAY COME BEFORE THE COMMISSION AT THAT TIME.

4. **Roll Call**

5. **Executive (Closed) Session**

Pursuant to N.J.S.A. 10:4 -12(b), the public is hereby excluded so that the Board can meet in Executive Session to discuss personnel, contract and litigation matters; and review the Executive Session Minutes from October 27, 2021. Though the Board cannot guarantee it, the estimated time in Executive Session will be approximately **15 minutes**.

6. **Acceptance of Minutes**

To accept the Minutes from: (AV)

- October 27, 2021 Regular Meeting, and;
- October 27, 2021 Executive Session.

7. **School Business Administrator’s Monthly Certification of Financial Status**

Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, the Monmouth Ocean Educational Services Commission Board of Directors accepts the Board Secretary/School Business Administrator’s Certification for the months ending August 31, 2021 and that no line item account has been over expended in violation of N.J.A.C. 6A:23A-16.10 (b) and that funds are available for the remainder of the fiscal school year.

8. **Monthly Certification of Financial Status**

Pursuant to N.J.A.C. 6A:23A-16.10 (c) 4, the members of the Monmouth Ocean Educational Services Commission Board of Directors certify that for the month ending August 31, 2021 after review of the Report of the Secretary to the Board of Directors and upon consultation with the appropriate district officials, that to the best of our knowledge, no major account or fund has been over expended in violation of N.J.A.C. 6A:23A-16.10 (b) and that sufficient funds are available for the remainder of the fiscal school year.

**November 18, 2021 Regular Board Meeting**

**9. Budget Transfers**

To approve Budget Transfers 20-21 YTD: August 1, 2021 through August 31, 2021

**10. Payment of Bills**

To note payment of Bills and Claims paid 10/23/2021 through 11/11/2021 in the amount of \$4,208,293.98; To note payment of the 10/29/2021 payroll in the amount of \$367,081.14; employer's share of the 10/29/2021 FICA in the amount of \$17,770.28; to note payment of the 11/15/2021 payroll in the amount of \$367,338.08; employer's share of the 11/15/2021 FICA in the amount of \$17,585.08. (CA)

**11. Correspondence**

**12. Information and Discussion**

**13. Motions**

The following motions have been recommended by the Superintendent:

**A. GENERAL**

**A1. To Approve Student Enrollment**

To approve the following Student Enrollment at the Regional Achievement Academy as of November 09, 2021: 16

**Transfer In: N/A**

<b>Billed To</b>	<b>Student ID #</b>	<b>Start Date</b>
Freehold Reg	5848090106	10/01/2021
Freehold Twp	5028366417	10/08/2021
Asbury Park	8877808135	10/12/2021
Asbury Park	XXX	10/20/2021
Sayreville	3416590824	10/21/2021
Asbury Park	4489003136	10/22/2021
Sayreville	6539761813	10/25/2021
Edison	2703326935	10/27/2021
Asbury Park	2314852619	10/29/2021
Asbury Park	8335504552	11/8/2021
Neptune	5113690678	11/8/2021
Freehold Reg	2774973942	11/9/2021

**Transfer Out: N/A**

Billed To	Student ID #	End Date
Freehold Twp	9140919173	10/27/2021
Neptune Twp	3530765577	10/18/2021

**A2. To Approve Field Trips**

To approve the following adventure education field trips for the Regional Achievement Academy Programs for December 2021.

12/3/21	Disc Golf / Hiking ( Ocean Twp )	Up to 20 Students	\$0.00 Gas Only
12/6/21	ShopRite - Breakfast / Lunch shopping	Up to 20 Students	\$0.00 Gas Only
12/10/21	Bowling	Up to 20 Students	\$10.00 per person
12/13/21	ShopRite - Breakfast / Lunch Shopping	Up to 20 Students	\$0.00 Gas Only
12/15/21	Gravity Vault - Middletown	Up to 20 Students	\$15.00 per person
12/20/21	ShopRite - Breakfast / Lunch shopping	Up to 20 Students	\$0.00 Gas Only
12/22/21	Ice Skating	Up to 20 Students	\$12.00 per person

**A3. To accept and approve the HIB report for October 2021.**

Number of Reports	Number of reports where HIB occurred	Status of all investigations	Nature of the bullying	Investigator's Name	Type & nature of discipline imposed	Any other measures imposed	Training conducted to reduce HIB	Programs implemented to reduce HIB
0	N/A	N/A	N/A	N/A	N/A	N/A		Positive Behavior Intervention and Supports Wyman TOPS Club

**A4. To affirm the HIB Report for October 2021.**

**A5. To Approve Second Reading of Policies and Regulations (Click here for Link)**

To approve the second reading and adoption of new and revised Policies and Regulations. (CA)

P 2422	Comprehensive Health and Physical Education (M) (Revised)
P 2467	Surrogate Parents and Resource Family Parents (M) (Revised)
P 5111	Eligibility of Resident/Nonresident Students (M) (Revised)
P 5116	Education of Homeless Children (Revised)
P & R 7432	Eye Protection (M) (Revised)

**November 18, 2021 Regular Board Meeting**

P 8420	Emergency and Crisis Situations (M) (Revised)
R 8420.1	Fire and Fire Drills (M) (Revised)
P 8540	School Nutrition Programs (M) (Revised)
P 8550	Meal Charges/Outstanding Food Service Bill (M) (Revised)
P 8600	Student Transportation (M) (Revised)
P 6115.01	Federal Awards/Funds Internal Controls - Allowability of Costs (M) (New)
P 6115.02	Federal Awards/Funds Internal Controls - Mandatory Disclosures (M) (New)
P 6115.03	Federal Awards/Funds Internal Controls - Conflict of Interest (M) (New)
P 6311	Contracts for Goods or Services Funded by Federal Grants (M) (Revised)

**A6. To Approve First Reading of Policies and Regulations ([Click here for link](#))**  
 To approve the first reading and adoption of new and revised Policies and Regulations.  
 (CA)

P 1648.11	The Road Forward COVID-19 Health and Safety (Includes Appendices)
P 1648.13	School Employee Vaccination Requirements (M) (New)
P1648.14	Safety Plan for Healthcare Settings in School Buildings - COVID-19 (M) (New)
P2425	Emergency Virtual or Remote Instruction Program (M) (New)
P & R 5751	Sexual Harassment of Students (M) (Revised)

**A7. To Recommend Attendance at Workshops**

To recommend the Board of Directors approve attendance at the below listed workshops, for the individuals listed at the costs indicated. Said travel is directly related to and within the scope of the current responsibilities of the listed employees, is critical to the instructional needs of the district, will improve the participant’s skills and knowledge, and/or further the efficient operations of the district. The costs associated with attendance

**November 18, 2021 Regular Board Meeting**

are statutorily authorized travel expenditures and are within the annual maximum travel expenditure amount of the commission. (BP)

Name	Conference	Dates	Cost
William O. George, III	Techspo '22	01/26 - 01/28/2022	\$912.58
Wendy Morales	Techspo '22	01/26 - 01/28/2022	\$912.58

**A8. To Accept Safety Grant**

To accept the 2021 New Jersey Schools Insurance Group (NJSIG) Safety Grant (through the MOCSSIF Sub Fund) in an amount of \$5,261. (AV)

**A9. To Approve Facility Use**

To approve the facility use (gymnasium) at 100 Tornillo Way on Wednesday, December 22, 2021 from 8:00 a.m. to 12:30 p.m. by the Bayshore Jointure Commission for the Holiday Express Concert. (CA)

**A10.** To designate the school nurse, **Margaret Vural**, as the **COVID-19 Safety Coordinator** for the period of November 18, 2021 until the next reorganization meeting of the Commission. (BP)

**A11.** To designate the school principal, **Kathleen Miller**, as the **COVID-19 Safety Coordinator** for the period of November 18, 2021 until the next reorganization meeting of the Commission. (BP)

**A12.** To designate the buildings and grounds supervisor, **Kenneth Shine**, as the **COVID-19 Safety Coordinator** for the period of November 18, 2021 until the next reorganization meeting of the Commission. (BP)

**A13.** To accept the Memorandum of Agreement (MOA) between Monmouth-Ocean Educational Services Commission and the Tinton Falls Police Department for the 2021-2022 school year. (BP) [Memorandum of Agreement - MOESC and Tinton Falls PD](#)

**A14.** To approve the Comprehensive Maintenance Plan Form M-1 for the 2022-2023 school year. (CA) [\(Click link for document\)](#) [\(Click link for document\)](#)

**B. PERSONNEL**

I recommend the Board approve/ratify the appointment of the following named individuals who constitute a careful selection and screening of applicants and are hereby recommended for an employment contract contingent upon the successful completion of their degree program, New Jersey Department of Education certification requirements, Federal NCLB Highly Qualified Teacher Requirements, a criminal history clearance and the successful completion of a medical examination as required by the Board of Education. These initial appointments may be changed as District needs develop unless otherwise stipulated.

**B1. Non-Certificated Staff - To approve the following:**

Name	Title	Bill To	Salary/Budget Code	Effective
Robin Copertino (New Hire)	PT Instructional Assistant IDEA	Middletown	\$18.00/hour 20-250-100-106-810-147	11/22/2021 - 06/30/2022 (pending completion of paperwork)
Stefanie DeLa Hoz (New Hire)	FT Instructional Assistant APPS	Freehold Borough	\$15.50/hour 70-018-100-106-200-120	11/22/2021 - 06/30/2022 (pending completion of paperwork)
Mary Lynn DiNapoli (New Hire)	Executive Assistant to the Business Administrator	MOESC	\$70,000/year 11-000-251-105-000-001	02/01/2022 - 06/30/2022 (pending completion of paperwork)
Danielle Grant (New Hire)	PT Instructional Assistant APPS	Little Egg Harbor	\$18.00/hour 70-018-100-106-370-137	11/22/2021 - 06/30/2022 (pending completion of paperwork)
Sean Grennan (New Hire)	FT Instructional Assistant APPS	Neptune	\$17.20/hour 70-018-100-106-520-152	11/15/2021 - 06/30/2022
Katelyn Ladym-Kilsby (New Hire)	FT Instructional Assistant APPS	FRHSD	\$17.20/hour 70-018-100-106-210-121	11/16/2021 - 06/30/2022
Madison Mahaffey (Revised)	FT Instructional Assistant APPS	FRHSD	\$15.50/hour 70-018-100-106-210-121	11/15/2021 - 06/30/2022
Kaitlin Manson (New Hire)	PT Instructional Assistant APPS	Little Egg Harbor	\$16.30/hour 70-018-100-106-370-137	11/22/2021 - 06/30/2022 (pending completion of paperwork)
Nicole Navarrete (New Hire)	PT Instructional Assistant IDEA	Asbury Park	\$18.00/hour 20-250-100-106-623-102	11/29/2021 - 10/13/2022 (pending completion of paperwork)
Michelle Perricone (New Hire)	FT Instructional Assistant APPS	Manalapan Englishtown	\$17.20/hour 70-018-100-106-410-141	11/15/2021 - 06/30/2021
Brittany Phillips (New Hire)	PT Instructional Assistant APPS	Toms River	\$16.30/hour 70-018-100-106-780-178	11/22/2021 - 06/30/2021 (pending completion of paperwork)

**November 18, 2021 Regular Board Meeting**

Zachary Ritchie (New Hire)	Substitute	MOESC	\$125/day 11-000-211-172-000-071	11/29/2021 - 06/30/2021 (pending completion of paperwork)
Christina Westerhoek (New Hire)	FT Instructional Assistant APPS	Neptune	\$17.20/hour 70-018-100-106-520-152	11/16/2021 - 06/30/2022
Kelly Blanco-Cubero (Rescinded)	PT Instructional Assistant APPS	Toms River	\$18.00/hour 70-018-100-106-780-178	11/08/2021 - 06/30/2021 (pending completion of paperwork)
James Carey (Rescinded)	PT Custodian	MOESC	\$16.50/hour 11-000-262-110-000-001	10/25/2021 - 06/30/2022 (pending completion of paperwork)

**B2. Change In Status - To approve the following:**

Name	Title	Bill To	Salary/Budget Code	Effective
Jessica Zampella	From: Substitute Instructional Assistant To: PT Instructional Assistant IDEA	From: MOESC To: Middletown	From: \$13.88/hour 70-018-100-106-000-001 To: \$18.00/hour 20-250-100-106-570-147	11/22/2021 - 06/30/2022

**B3. Resignations - To approve the following:**

Name	Title	Salary	Effective
Kim Croce	PT Instructional Assistant IDEA	\$18.00/hour	10/25/2021
Nadia Mena	FT Instructional Assistant APPS	\$17.20/hour	11/18/2021
Elizabeth Micallef	PT Bus Aide APPS	\$16.30/hour	11/13/2021
Julia Siersema	FT Instructional Assistant APPS	\$17.20/hour	11/16/2021
Ebonee Markham (Revised)	PT Supervisor / Trenton	\$340.00/day	10/19/2021

**B4. Retirements- To approve the following:**

Name	Title	Salary	Effective
Nancy Zariello	PT Teacher	\$48.45/hour	01/01/2022

**B5.** To approve the Maternity Leave of Absence for **employee #8132** as follows:  
Effective: 10/08/2021 - 11/24/2021 **employee #8132** will be unpaid.

To approve the Family Leave of Absence for **employee #8132** as follows:  
Effective: 11/25/2021 - 02/25/2021 **employee #8132** will be unpaid.

**B6.** To approve the Personal Leave of Absence for **employee #8411** as follows:  
Effective: 11/15/2021 - 11/19/2021 **employee #8411** will be unpaid.



- C. **TRANSPORTATION** (*Transportation Quotes and Bids for October 2021*) (BP)
  - 192-A - To Approve Quoted Routes for the 2021-2022 school year
  - 192-B- To Accept Bids (Bid T-22-08) for the 2021-2022 school year
  - 192-C- To Approve Resolutions for the period Sept. 1, 2021 through June 30, 2023

**14. SUPERINTENDENT’S REPORT**

- A. **Fire Drills/ Lock Downs** District: MOESC - Month of October 2021 (BP)

**Emergency Drill Summary**

School/Building	Drill Type	Occupants Involved	Date & Time
RAA/Tornillo Way	Evacuation Drill (Noxious Odor)	All Staff	10/21/21; Start 12:08 PM; Duration of Drill: 9 minutes
RAA/Tornillo Way	Fire Drill	All Staff	10/27/21; Start 11:40 AM; Duration of Drill: 6 minutes
Administration Building	Fire Drill	All Staff	10/28/21; Start 8:56 AM; Duration of Drill: 2 minutes

- B. **Enrollment:**

- B1. To note that the enrollment as of October 31, 2021 at the Regional Achievement Academy is 13 students.

Enrollment Comparison:

October 31, 2020:	10
October 31, 2021:	13

- 15. **Old Business**
- 16. **New Business**
- 17. **Public Comments**
- 18. **Adjournment**